

**RATE AND INFORMATION SHEET:  
CONTRACT COURT INTERPRETER SERVICES TERMS AND CONDITIONS**

**UNITED STATES DISTRICT and BANKRUPTCY COURT including the UNITED  
STATES PROBATION/PRETRIAL OFFICE and the  
FEDERAL PUBLIC DEFENDERS OFFICE  
for the WESTERN DISTRICT OF NEW YORK**

1. **(1. Contract in Terms and Conditions document)**

The contracting terms indicated below along with the fixed terms and conditions set forth in the Terms and Conditions document available at [http://www.uscourts.gov/interpretprog/interp\\_prog.html](http://www.uscourts.gov/interpretprog/interp_prog.html), and any purchase order/request(s) for specific interpreting assignments, constitute the contract for contract court interpreter services in the \_\_\_\_\_ language for the period of December 1, 2005, through September 30, 2006, between the court identified above and the interpreter, \_\_\_\_\_ (name of interpreter).

2. This interpreter's documented classification level for the language indicated is:  
\_\_\_ Federally Certified Court Interpreter; \_\_\_ Professionally Qualified; \_\_\_ Language Skilled.

3. **(2. Rates for Interpreting Services in Terms and Conditions document)**

The following rates shall be paid for the interpreting services rendered by the named interpreter, in accordance with the AO-established fee schedule for the interpreter's classification level and the terms of service defined in the purchase order/request:

The rates between December 1, 2005 to September 30, 2006 will be:

**Federally Certified and Professionally Qualified Interpreters:**

Full-Day Rate:	\$355.00
Half-Day Rate:	\$192.00
Overtime Rate:	\$ 50.00 per hour or part thereof

**Language Skilled (Non-Certified) Interpreters:**

Full-Day Rate:	\$171.00
Half-Day Rate:	\$ 92.00
Overtime Rate:	\$ 28.00 per hour or part thereof

4. **(7.1. Payment for Services in Terms and Conditions document)**

Invoices and necessary receipts shall be submitted to:

Clerk of Court, U.S. District Court for the Western District of New York  
304 U.S. Courthouse, 68 Court St., Buffalo, NY 14202  
Attn: Molly A. Jackson/William E. Augustine, Ordering Officers -  
716-332-1700

Clerk of Court, U.S. Bankruptcy Court for the Western District of New York  
250 Olympic Towers, 300 Pearl St., Buffalo, NY 14202  
Attn: Melissa Frieday 716-551-4130

U.S. Probation/Pretrial Offices, for the Western District New York  
234 U.S. Courthouse, 68 Court St., Buffalo, NY 14202  
Attn: Deborah Remmes 716-551-4241

Federal Public Defenders Office for Western District of New York  
28 East Main St., Suite 400, Rochester, NY 14614  
Attn: Lisa Raetz 585-263-6201

5. **(5. Inspection and Acceptance and 9.3 Disputes** in Terms and Conditions document)  
Inquiries concerning the Terms and Conditions of this agreement should be addressed to the appropriate contracting officer depending on agency requesting the service. See section four above for C.O. name and contact information.

6. **(7.3 Cancellation Fees** in Terms and Conditions document)  
The court will compensate the interpreter with a cancellation fee equal to the applicable half-day rate indicated above, in accordance with the terms and conditions in Section 7.3 of the Contract Court Interpreter Services Terms and Conditions document.

7. **(7.4 Travel Expenses** in Terms and Conditions document)  
The contract court interpreter agrees to perform interpreting services at the following court locations:

**Note: see attachment for a list of potential location the interpreter agrees to interpret at**

The contract court interpreter's place of residence is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: ( ) \_\_\_\_\_ - \_\_\_\_\_  
Cell: ( ) \_\_\_\_\_ - \_\_\_\_\_

Travel expenses (mileage, parking) will not be paid if the court interpreter's residence is less than 30 miles from the court location. The AO established fee schedule covers travel expenses for local travel.

If the purchase order/request authorizes travel for a specific assignment, authorized travel expenses for travel beyond the local commuting distance or for travel between court facilities will be reimbursed by the court in accordance with Section 7.4 of the Contract Court Interpreter Services Terms and

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Conditions document, and the Judiciary Staff Travel Regulations, and specifically for air transportation from N/A (city) to N/A (city); and/or N/A miles of ground transportation from N/A(city) to N/A (city). Travel using the interpreter's personal vehicle will be reimbursed at the rate of \$.445 per mile, if authorized. Per diem and mileage rates change periodically; rates can be identified through the District Court's external website at: [www.wdny.uscourts.gov](http://www.wdny.uscourts.gov).

Subsistence expenses will be reimbursed according to the following schedule:

Location	Per Diem Rate	Authorized Subsistence
Buffalo, New York	\$ 133.00	\$
Rochester, New York	\$ 125.00	\$
	\$	\$

8. The interpreter whose name and signature appear below understands that his/her name, Social Security number (or Taxpayer Identification number), documented classification level, address and contact numbers will be listed in the National Court Interpreter Database (NCID), a database internal to the federal judiciary that may be accessed by other federal courts. The interpreter also understands that a mandatory FBI fingerprint check will be conducted every two years and may be considered by courts in determining the interpreter's suitability to work as a contractor.

\_\_\_\_\_  
Interpreter's Signature

\_\_\_\_\_  
Contracting Officer

\_\_\_\_\_  
Typed Name

\_\_\_\_\_  
Contracting Officer

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Contracting Officer

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contracting Officer